

**IV. INTENT TO SUBMIT  
SUPPORT FOR SECONDARY SCHOOLS READING  
GRADES 7-12, GRANTS**

**Due Date: Submit this Intent by February 24, 2000 by fax or postmarked.**

CD Number \_\_\_\_ -- \_\_\_\_

County Office of Education (Lead COE if representing a consortium) \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Contact person \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\* Failure to return an Intent to Submit form does not disqualify eligible applicants from participating in the Support for Secondary Schools Reading Grades 7-12, grant application process.

|                                 |   |
|---------------------------------|---|
| <b>Mail, Fax or Deliver to:</b> | <b>Reading and Mathematics Policy and Leadership Office</b><br>California Department of Education<br>Attn: Patrice Roseboom, Analyst<br>721 Capitol Mall, 4 <sup>th</sup> Floor<br>P.O. Box 944272<br>Sacramento, CA 94244-2720<br><b>Fax: (916) 657-3211</b> |
|---------------------------------|---|

**Completed applications must be postmarked by Wednesday, April 12, 2000.**

## V. APPLICATION MATERIALS CHECKLIST

### SUPPORT FOR SECONDARY SCHOOLS READING GRADES 7-12, GRANTS

**GRANT PERIOD: May 15, 2000 – July 31, 2001**

**The following checklist is provided to ensure that you have a complete application packet.**

| Application Components   |  |
|--------------------------|--|
| <input type="checkbox"/> | Application Cover Page                                   |
| <input type="checkbox"/> | Program Description                                      |
| <input type="checkbox"/> | Budget Summary   |
| <input type="checkbox"/> | Budget Summary Narrative/Justification                   |
| <input type="checkbox"/> | Local Governing Board Certifications<br>(Attachment 1) * |
| <input type="checkbox"/> | Workplace Requirements Certifications (Attachment 2)*    |

**\*Consortium Applicants:** Be sure to include signed copies of Attachments 1 and 2 for all participating county offices of education. Enter the name of all participating county offices of education on the Application Cover Page.

If you have any questions or require additional information, please contact the Reading and Mathematics Policy and Leadership Office at (916) 657-5140.

Remember the application **deadline is 5:00 p.m., April 12, 2000** (postmark or hand deliver date).

**Keep this page for your records.**

**APPLICATION COVER PAGE  
SUPPORT FOR SECONDARY SCHOOLS READING  
GRADES 7-12, GRANTS**

**Grant Period:** May 15, 2000 – July 31, 2001

All applicants are invited to compete for grant award funds for the purpose of improving reading instruction for pupils enrolled in grades 7 to 12, inclusive, who are reading below grade level.

\_\_\_\_\_  
County Office or Lead County Office of Consortium

\_\_\_\_\_  
CDS Code

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, Zip

\_\_\_\_\_  
Contact Person (who will be responsible for administering this program)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
E-mail Address

**CERTIFICATION**

I HEREBY CERTIFY THAT THE BOARD OF TRUSTEES HAS APPROVED PARTICIPATION IN THE GOALS 2000 SUPPORT FOR SECONDARY SCHOOLS, GRADES 7 – 12, GRANT PROGRAM AND HAS AGREED TO CERTIFY COMPLIANCE WITH ALL CRITERIA AND CONDITIONS IDENTIFIED IN THE REQUEST FOR PROPOSAL AND CERTIFICATIONS IN ATTACHMENTS 1 AND 2.

\_\_\_\_\_  
Signature of Authorized Official Of County Office  
or Lead County Office of Consortium

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date of Approval by Board of Trustees

Board of Trustees approval will be obtained after RFA submission?  
Yes ☐ No ☐

**Is this an application for a Consortium?** Yes ☐ No ☐

**If so, please list each of the participating County Offices:**

|       |       |       |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

**One Original and three copies of the complete application are required.**

**Return to:**

Reading and Mathematics Policy and Leadership Office  
California Department of Education  
Attn: Patrice Roseboom, Analyst  
721 Capitol Mall, 4th floor  
P.O. Box 944272  
Sacramento, CA 94244-2720

**DEADLINE:** Completed applications must be postmarked by **April 12, 2000** or hand-delivered by 5:00 pm on this date.

## **PROGRAM DESCRIPTION**

### **SUPPORT FOR SECONDARY SCHOOLS READING PROFESSIONAL DEVELOPMENT GRADES 7-12, GRANTS**

Describe the proposed Support for Secondary Schools Reading professional development program, including: (1) how it will identify the successful strategies, programs and models for improving reading instruction for the target population and subsequently build professional development based upon identified successful practice; (2) how the professional development plan will be structured; (3) how it will provide continuing and sustained professional development; (4) how it will provide for collaboration with higher education for development and delivery of the professional development program; (5) how the program will be monitored and how its effectiveness will be evaluated locally. For more specific information about what to cover refer to section III of the Application Information. (Maximum of ten (10) pages; pages 2 to 11 of Grant Application).

## BUDGET SUMMARY

### SUPPORT FOR SECONDARY SCHOOLS READING GRADES 7-12, GRANTS

Use (Check one): SACS Codes ☐ Pre-SACS Codes ☐

**Instructions:** Enter the proposed grant expenditures in Column 1. Enter the amount of other resources that will be used to support and augment the proposed program in Column 2. Enter the Column Totals in the bottom row marked Total Expenditures.

| <u>Object Codes</u>   |                 | <u>Object Code Description</u>                    | Proposed Grant<br>Expenditures<br>(Column 1) | Other Resources<br>[Optional]<br>(Column 2) |
|---|-----------------|---|--|---|
| <u>SACS</u>   | <u>Pre-SACS</u> |   |  |   |
| 1000  | 1000            | Certificated Salaries                             |  |   |
| 2000  | 2000            | Classified Salaries                               |  |   |
| 3000  | 3000            | Employee Benefits                                 |  |   |
| 4000  | 4000            | Books and Supplies                                |  |   |
| 4300  | 4300            | Materials and Supplies                            |  |   |
| 5200  | 5200            | Travel  |  |   |
| 5500  | 7000            | Utilities ( <u>not</u> communication)             |  |   |
| 5600  | 5600            | Building and Room Rentals                         |  |   |
| 5700  | 5300            | Photocopying/Printing and Copying                 |  |   |
| 5800  | 5100            | Professional Consulting Services                  |  |   |
| 5900  | 7000            | Communication: Phones, Postage                    |  |   |
| 6400  | 6400            | Equipment   |  |   |
| _____   | _____           | Other (Specify)                                   |  |   |
| 7300  | 7300            | Indirect (_____% , 2000-2001 Approved State Rate) |  |   |
| <b>Total Expenditures</b><br>(Column 1 may not exceed the funding available by region amount noted on page 3 of the RFA general information packet) |                 |   |  |   |

## **BUDGET SUMMARY NARRATIVE JUSTIFICATION**

### **SUPPORT FOR SECONDARY SCHOOLS READING GRADES 7-12, GRANTS**

Provide a narrative that shows and explains the calculations that led to the budget figures in the BUDGET SUMMARY. Note that use of other resources and in-kind contributions are not required for this grant program. However, if the region chooses to implement a model program necessitating augmentation with other federal, state or local funds, please describe how the outside resources will be integrated with grant funds to support the program. (Maximum 2 pages).

#### **NARRATIVE JUSTIFICATION CALCULATION EXAMPLE:**

Object Code 1000  
Certificated Salaries

Certificated salaries figure = 50 teachers X 20 hours of training X \$25.00 per hour (stipends/subs.) = \$2,500.00